

Business Ethics Policy and Code of Conduct
For Directors, Executives, and Employees

of

Project Planning Service Public Company Limited
1/2025

November 12, 2025

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The Company has established a Business Ethics and Code of Conduct as a guideline for directors, executives, and employees to adhere to in the performance of their duties and responsibilities.

To ensure that the Business Ethics and Code of Conduct remains up-to-date and aligned with international standards, the Board of Directors, in its Meeting No. 4/2025 held on November 11, 2025, reviewed and approved key amendments to the Business Ethics and Code of Conduct for Directors, Executives, and Employees, as detailed in the appendix to this announcement.

All relevant parties are hereby instructed to strictly comply with the provisions of this Code as applicable to their responsibilities.

This announcement shall be effective from November 12, 2025, onwards.

Given on November 12, 2025

Project Planning Service Public Company Limited



(Mr. Prasong Tharachai)

Chairman of the Board

Message from the Chairman of the Board

Throughout the course of its business operations, Project Planning Service Public Company Limited (the “Company”) has remained committed to driving sustainable business growth on a foundation of ethics and integrity. The Company adheres to principles of honesty and transparency in all its practices, with the aim of creating long-term value for its shareholders while ensuring fairness and responsibility to all stakeholders. To reinforce these values, the Company has established a framework for ethical business conduct through the Business Ethics and Code of Conduct for Directors, Executives, and Employees, which has been in place since 2012 and has been strictly observed ever since. Recognizing the evolving nature of the business environment, the Company has reviewed and updated its Code of Conduct to ensure that it aligns with international standards and remains relevant and appropriate to the current context. The revised Code outlines the principles and practices that all directors, executives, employees, and individuals involved with the Company must acknowledge and uphold in their conduct. This Code serves as a vital tool in achieving the Company’s business objectives while maintaining high standards of ethics, benefiting all stakeholders, and reinforcing the Company’s responsibility to society and the environment.

The Board of Directors is fully committed to ensuring strict compliance with the policies and practices set forth in the Code and to continuously improving the Company’s corporate governance to promote its long-term stability, growth, and sustainability for the benefit of shareholders and stakeholders alike.



Mr. Prasong Tharachai

Chairman of the Board

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**Business Ethics and Code of Conduct for Directors, Executives, and Employees
of
Project Planning Service Public Company Limited**

To ensure that the directors, executives, and employees of Project Planning Service Public Company Limited (the “Company”) adhere to proper conduct and maintain professional standards in conducting business, while upholding morality and responsibility towards the profession, the economy, and society as a whole — and to promote good corporate governance practices based on the principles of honesty, fairness, and transparency — the Company has established this Business Ethics and Code of Conduct for Directors, Executives, and Employees as a standard guideline.

This document is an updated version of the previous Code of Conduct for employees, intended to serve as a framework for business operations. It is designed to ensure that directors, executives, employees, and all relevant parties are informed of, and adhere to, the Company’s ethical and professional standards in the course of their duties.

Definitions

The following definitions apply to the terms used in the Business Ethics and Code of Conduct for Directors, Executives, and Employees of the Company:

“**Director**” refers to an individual who possesses the qualifications prescribed under Section 68 of the Public Limited Companies Act B.E. 2535 (1992) and who has been elected by the shareholders’ meeting to serve as a director of the Company. This term shall also include Audit Committee members, Executive Committee members, members of other sub-committees of the Company, and advisors to the Board of Directors.

“**Executive**” refers to an employee who supervises subordinates. Executives shall act in compliance with the Business Ethics and Code of Conduct for Directors, Executives, and Employees, both as employees themselves and as supervisors responsible for their own performance and that of their teams. Executives are expected to follow good practices, demonstrate leadership, and serve as role models in ethical behavior for their subordinates.

“Employee” refers to full-time employees, temporary employees, contract employees, and contractual partners engaged by the Company. The Company recognizes that effective work performance arises not only from an employee’s knowledge and capabilities, but also from their conduct and working behavior, which can significantly impact themselves, their colleagues, and the Company as a whole.

“Stakeholder” refers to shareholders, individuals, groups, or legal entities who are involved with or directly affected by the Company’s operations.

“Customer” refers to clients who support the Company’s business. Customers are entitled to receive quality service, which helps build customer loyalty and encourages continued engagement with the Company.

“Business Partner” refers to any individual, group of individuals, or legal entity that engages in transactions with the Company.

The Company has established the Business Ethics and Code of Conduct for its Directors, Executives, and Employees as a standard, as follows:

1. Business Conduct Guidelines of the Company

1.1. Business in Compliance with the Law and Maintaining Political Neutrality

- 1.1.1 Directors, executives, and employees must understand and perform their duties in compliance with the Company’s Articles of Association, internal regulations, and all applicable laws relevant to the Company’s operations in every jurisdiction. In cases of uncertainty or doubt, they should consult the compliance department. They must also respect cultural differences and local customs and must not engage in any conduct that violates such customs or traditions.
- 1.1.2 The Company encourages directors, executives, and employees to strictly comply with applicable laws and professional codes of ethics. They must not engage in or support actions that aim to avoid or violate the law.

- 1.1.3 Directors, executives, and employees must adhere to good corporate governance principles and recognize the importance of risk factors that may prevent the Company from achieving its objectives. They are required to comply with the Company's risk management policy and report any potential risks to their supervisors or the risk management department.
- 1.1.4 The Company shall conduct its business without infringing upon the rights or intellectual property of others.
- 1.1.5 Directors, executives, and employees may exercise their political rights as private individuals. However, they must not use their positions, the Company's name, seal, resources, or property for political campaigning or to support any political party or politician. They must also refrain from persuading others to provide financial or any form of support to political parties or politicians.
- 1.1.6 The Company upholds the democratic system and promotes the exercise of legal rights in accordance with the Constitution and other relevant laws.

1.2 Conducting Business for the Benefit of the Economy, Society, and Environment

- 1.2.1 The Company shall operate its business in a manner that benefits the overall economy and society.
- 1.2.2 The Company shall conduct its operations without contravening local customs, traditions, or causing harm to society.
- 1.2.3 The Company supports public and social initiatives and activities related to its business operations, prioritizing the common good.
- 1.2.4 The Company is committed to social and community responsibility, and supports activities that contribute to social and environmental development.

- 1.2.5 The Company promotes and encourages directors, executives, and employees to participate in its corporate social responsibility (CSR) activities.
- 1.2.6 Directors, executives, and employees must work together to promote and contribute to society through quality of life improvement, energy conservation, and environmental protection, for the overall progress of the community.
- 1.2.7 Directors, executives, and employees must ensure that the Company's operations do not cause harm to the community, society, environment, or the quality of life of the public.

1.3 Fair Treatment of Stakeholders, Clients, Partners, and Related Parties Without Exploitation

- 1.3.1 The Company shall conduct its business and compete in the marketplace fairly, striving for growth to deliver good returns to its shareholders.
- 1.3.2 Directors, executives, and employees shall perform their duties with honesty and integrity, and make decisions with transparency, prudence, and fairness to all shareholders equally, aiming to serve the best interests of shareholders as a whole.
- 1.3.3 The Company shall safeguard the interests of all stakeholders with fairness.
- 1.3.4 The Company shall ensure that the rights of stakeholders are protected under the law.
- 1.3.5 The Company shall treat customers with sincerity and fairness and shall always be ready to offer support and assistance.
- 1.3.6 The Company shall uphold a positive and harassment-free work environment, including protection against the following:
 - Verbal harassment, such as slander, defamation, or actions that damage one's reputation.
 - Physical harassment, such as threats or acts of physical violence.

- Visual harassment, such as aggressive messages, gestures, language, or images that cause distress.
- Sexual harassment, which includes any actions that create discomfort, nuisance, or a hostile work environment that undermines morale or disrupts work performance. Such behaviors include molestation, indecent acts, flirting, or sexual advances—whether verbal or physical—as well as any actions that violate or harass others, such as soliciting sexual favors or blackmailing by threatening to disclose confidential information.

1.4 Disclosure of Information

- 1.4.1 The Company shall regularly disclose its operational status, performance, financial and accounting information, and other reports accurately and truthfully.
- 1.4.2 the Company shall not disclose exaggerated or unnecessary information that may be perceived as an attempt to influence the price of its securities.
- 1.4.3 The Company shall disclose information sufficiently, promptly, accurately, and transparently on a consistent basis.
- 1.4.4 The Company shall exercise caution to prevent stakeholders from being misled or misunderstanding the facts of the disclosed information.
- 1.4.5 The Company shall provide all shareholders with both positive and negative outlooks regarding the organization's future trends, based on plausibility, supporting data, and reasonable grounds.
- 1.4.6 The Company shall disclose information in compliance with the regulations of the Stock Exchange of Thailand (SET) and the Securities and Exchange Commission (SEC) of Thailand.

1.5 Treatment of Employees

- 1.5.1 The Company is committed to ensuring the quality of life of its employees by providing appropriate welfare benefits and maintaining a safe and hygienic working environment.
- 1.5.2 The Company practices fair employment conditions and treats all employees equally without discrimination. The Company listens to opinions and suggestions from employees at all levels equally and impartially.
- 1.5.3 The Company shall support and encourage activities that foster relationships among employees and between employees and the organization.
- 1.5.4 The Company promotes the development and career advancement of employees, providing them with opportunities for personal and professional growth.
- 1.5.5 The Company shall provide fair compensation to employees.
- 1.5.6 The Company shall uphold and respect human rights as the foundation of personnel development.
- 1.5.7 Employees shall be treated courteously, with respect for individuality and human dignity, without discrimination based on gender, race, religion, or physical ability.
- 1.5.8 Appointment, transfer, reward, and disciplinary actions shall be carried out fairly, based on the knowledge, abilities, and suitability of the employee.

1.6 Instilling Values that Prioritize the Organization's Interests

- 1.6.1 The Company supports and encourages all employees to prioritize the organization's interests over their own, and to work together to enhance, protect, and uphold the Company's reputation. This includes fostering a positive attitude, taking pride in being a good representative of the Company, and promoting a positive image of the Company to the public.

- 1.6.2 Directors, executives, and employees shall perform their duties with responsibility, prioritizing the Company's interests. They must use their working hours efficiently and effectively, and shall not engage in or persuade colleagues or subordinates to spend work hours on activities unrelated to the Company's interests.

2. Code of Conduct for the Board of Directors

The Board of Directors shall conduct themselves in accordance with the Company's Code of Business Ethics. Directors should always bear in mind that their responsibilities are not only to the Company and its shareholders, but also extend to clients and other stakeholders. Acting in the best interests of all related parties is a principle that should guide their conduct. Accordingly, the Board must hold the following responsibilities:

2.1 Honesty, Fairness, and Integrity

In the Company's operations, directors shall act with honesty, integrity, and ethical standards.

- 2.1.1 Directors shall perform their duties in accordance with the Company's objectives, rules, regulations, and the resolutions of shareholders' meetings.
- 2.1.2 Directors shall conduct business with integrity and independence from management and interested parties, and shall avoid conflicts of interest in decision-making.
- 2.1.3 Directors shall carry out their duties using their full knowledge and capability, while continuously developing themselves in morality and ethics, and seeking additional knowledge to enhance their competence for the betterment of the Company.
- 2.1.4 Directors shall safeguard the interests of shareholders and treat all stakeholders fairly.
- 2.1.5 The conduct and duties of directors shall be based on honesty, integrity, moral awareness, and responsibility, with organizational benefit as the primary consideration in all decision-making.

2.1.6 Directors shall adhere to the truth and avoid any acts, statements, or omissions that could mislead others directly or indirectly.

2.1.7 Directors shall treat colleagues and subordinates with courtesy, kindness, and good interpersonal relations. They should serve as leaders and role models, showing care for subordinates in their work and well-being, boosting morale, listening to their opinions, and managing them with fairness, principles, and rational judgment.

2.2 Conduct of Personal Affairs

As members of the Board, directors must ensure that their personal affairs or other business activities are kept separate from the operations of the Company.

2.3 Confidentiality

2.3.1 Directors must not disclose any confidential information regarding the Company, its clients, employees, or operations, whether intentionally or unintentionally, to any third party without the Company's consent.

2.3.2 Directors shall not use any information obtained through their position for personal or third-party financial gain if it is not in the interest of the Company.

2.3.3 Directors must not disclose the Company's business information to competitors, even after their term as director has ended.

2.4 Disclosure of Interests

2.4.1 Directors must disclose any personal business interests or other businesses they are involved in, as well as any conflicts of interest.

2.4.2 Directors must refrain from engaging in any activities that conflict with the Company's interests or result in losses to the Company or reduced benefits to the Company, including unjustly sharing benefits from the Company.

2.5 Compliance with Laws

- 2.5.1 Directors shall comply with applicable laws, regulations, and requirements relevant to the Company's business operations.
- 2.5.2 Directors shall comply with the rules, procedures, and disclosure requirements for related party transactions as prescribed by the Stock Exchange of Thailand (SET) and the Securities and Exchange Commission (SEC) of Thailand.

2.6 Acceptance of Money, Gifts, and Other Benefits

- 2.6.1 Directors shall not use their position for personal gain from parties conducting business with the Company or those seeking to engage in business with the Company.
- 2.6.2 Directors shall avoid accepting money, gifts, gratuities, or any other benefits from persons with business interests related to the Company or others who may gain advantages from the Company's operations.

3. Code of Conduct for the Company's Executives

- 3.1 Executives shall conduct themselves in accordance with high moral and cultural standards, refrain from inappropriate behavior, and make decisions with integrity and sincerity for the utmost benefit of the Company, its clients, shareholders, and employees.
- 3.2 Executives shall manage operations with prudence, attentiveness, and vision, serving as role models in promoting efficiency and effectiveness with ethical standards to achieve the Company's objectives and goals.
- 3.3 Executives must support the development of employee potential and work performance by providing fair and consistent opportunities for advancement, offering appropriate welfare benefits, demonstrating sincerity, and respecting employees' rights and opinions.
- 3.4 Executives shall treat employees with courtesy and fairness, govern subordinates justly without abuse of authority, and ensure that employees have the opportunity to file complaints through established channels if they feel they have been treated unfairly.

- 3.5 Executives must uphold ethical principles and professional conduct by setting a good example for other employees, fostering a working environment that encourages ethical behavior, and actively preventing and discouraging any violations of ethical standards.
- 3.6 Executives must continually develop their knowledge and participate in activities relating to occupational health, safety, environmental protection, and security on a regular basis.

4. Code of Conduct for Company Employees

To promote effective work performance and a happy working environment, employees are encouraged to observe the following guidelines:

4.1 Conduct Toward Oneself

- 4.1.1 Employees shall strictly comply with applicable laws, company regulations, and work rules.
- 4.1.2 Employees shall perform their duties with honesty, diligence, and integrity, and continuously improve their performance for the benefit of both themselves and the company.
- 4.1.3 Employees shall maintain a positive attitude toward the company, and show respect and obedience to lawful and reasonable orders from supervisors, in accordance with company rules and regulations.
- 4.1.4 Subordinate employees shall refrain from displaying aggressive, defiant, or confrontational behavior toward supervisors. They shall show proper respect and be mindful of time and place, avoiding any conduct deemed disrespectful.
- 4.1.5 Employees shall perform their duties with competence, efficiency, and in accordance with the standards required by their position.
- 4.1.6 Employees shall conduct themselves in accordance with ethical and moral standards and avoid improper or disreputable behavior.
- 4.1.7 Employees shall cooperate in upholding, protecting, and maintaining the company's reputation, expressing appreciation and pride, and promoting a positive corporate image to the public.

4.2 Conduct Toward Colleagues

- 4.2.1 Employees shall promote harmony and mutual support among colleagues and avoid any conflicts that could cause damage to individuals or the company.
- 4.2.2 Employees shall treat colleagues with friendliness, sincerity, and mutual respect. They shall avoid disclosing or criticizing others' personal or work-related matters in a way that could cause harm to others or to the company.
- 4.2.3 Employees shall refrain from giving or receiving valuable gifts or benefits that may create conflicts of interest, bias, or improper influence among employees or between supervisors and subordinates.

4.3 Conduct Toward the Company

- 4.3.1 Employees shall collectively uphold, protect, and promote the company's reputation and public image with appreciation and pride.
- 4.3.2 Employees shall maintain faith, loyalty, honesty, perseverance, and dedication to the company, while protecting its reputation.
- 4.3.3 Employees shall use company property economically and efficiently, keeping it in good condition to ensure maximum utility and prevent premature deterioration, damage, or loss.
- 4.3.4 Employees shall not use their authority or position, either directly or indirectly, for personal gain or for the benefit of others in a manner that could cause damage to the company.
- 4.3.5 Employees shall promptly report any matters that may affect the company's operations or reputation to their supervisors.
- 4.3.6 Employees shall maintain the confidentiality of the company's information. They should not disclose or disseminate information, whether material or intellectual, that could harm the company. Employees shall not exploit any confidential information—such as electronic data, financial records, operational or business information,

or future company plans—for personal benefit or the benefit of others, whether during or after employment.

- 4.3.7 Employees shall help safeguard the company's legal rights and entitlements.
- 4.3.8 Employees, including management, shall exercise risk awareness regarding safety, security, occupational health, and environmental concerns before commencing any task, especially at operational sites. If unsafe conditions are observed, work shall be halted immediately until safety is restored, and the matter must be reported to the personnel responsible without delay.

4.4 Conduct to Avoid Conflicts of Interest

- 4.4.1 Employees shall not use their position or authority, either directly or indirectly, to seek personal gain or benefit for others, or to engage in business that competes with the company.
- 4.4.2 Employees shall not engage, either directly or indirectly, in any business that competes with or conflicts with the interests of the company.
- 4.4.3 Employees shall not participate in decisions related to the company's business if such business involves their relatives or close family members.
- 4.4.4 Employees shall not have any personal interests in customers or business partners, including ownership, partnership, shareholder status, directorship, creditor-debtor relationships, or consultancy. Any such interest must be immediately disclosed to supervisors.
- 4.4.5 Employees shall not solicit or accept any form of benefits, property, or compensation from customers or business partners beyond what is officially charged or approved by the company.

4.5 Conduct Toward Customers

- 4.5.1 Employees shall adhere to professional ethics and standards, providing consistent, honest, and sincere service to customers, while clearly communicating their entitlements.
- 4.5.2 Employees shall serve customers accurately, promptly, willingly, sincerely, and respectfully, and must safeguard customer interests.

4.6 Conduct Toward Business Partners

- 4.6.1 Employees shall treat business partners with honesty, integrity, and fairness.
- 4.6.2 Employees shall not disclose trade secrets or confidential information of business partners to third parties, nor defame or speak ill of them.
- 4.6.3 Employees shall not engage in financial relationships or hold any financial interests with business partners, including joint ventures or lending/borrowing arrangements.
- 4.6.4 Employees shall not solicit benefits from business partners in exchange for performing their official duties.
- 4.6.5 Employees shall not offer or accept lavish entertainment, benefits, or expensive items that could improperly influence their decisions or compel them to act contrary to company policy.

4.7 Conduct Toward Supervisors and Subordinates

- 4.7.1 Employees shall listen to and follow their supervisor's guidance and shall not bypass the chain of command unless instructed by higher authority. Courtesy shall be always maintained toward superiors.
- 4.7.2 Supervisors shall treat subordinates with kindness and fairness, support their development and career progression, share knowledge, and encourage training to continually enhance skills and experience.
- 4.7.3 Supervisors shall be open to feedback and suggestions from subordinates and consider them for the benefit of the work.

5. Guidelines on Environmental Responsibility

Directors, executives, and employees must work collectively to promote and contribute to social development, including the improvement of quality of life, energy conservation, and environmental preservation, to foster sustainable societal progress. They must also ensure that the Company's operations do not cause harm to the community, society, or the environment.

- 5.1 Set a good example in conserving natural resources and the environment by using, supporting, and promoting the economical use of natural resources and resource-based products in the Company's activities. Avoid usage that may cause environmental harm or pollution and promote the development of environmentally friendly technologies.
- 5.2 Always recognize the importance of complying with environmental laws and related regulations.
- 5.3 Utilize natural resources efficiently and seek alternatives to resource usage with consideration for both present and future environmental conditions.
- 5.4 Endeavor to find ways to reuse materials from operations.
- 5.5 Conserve, improve, and maintain buildings, premises, and the environment in an orderly, aesthetically pleasing, and sanitary condition.
- 5.6 Maintain and improve safety standards to eliminate potential hazards to facilities and the environment, aligning with international standards.

6. PROFESSIONAL ETHICS

The engineering profession demands individuals who possess honesty, integrity, strong moral principles, and extensive engineering knowledge and competence. Engineers must practice their profession with fairness and integrity. The purpose of these ethical codes and guidelines is to serve as a framework for professional conduct that ensures justice and appropriateness.

Adherence to ethical conduct and morality is fundamental to building trust and credibility—essential qualities in providing engineering services. Any employee of the Company who violates these ethical standards shall be deemed to have committed a professional and organizational offense and will be subject to disciplinary action.

6.1 Obligations to the Profession

- 6.1.1 Company engineers shall contribute to the advancement of the engineering profession by exchanging knowledge and experience with other engineers and students, supporting engineering associations and educational institutions, and publishing professional knowledge.
- 6.1.2 Company engineers shall not advertise their work in a boastful or exaggerated manner and shall refrain from any conduct that could discredit the engineering profession.
- 6.1.3 Company engineers shall not undertake work beyond their own knowledge and expertise.
- 6.1.4 Company engineers shall not act in name only and must strictly adhere to professional standards.
- 6.1.5 Company engineers shall not misuse their profession, knowledge, or skills for illegal purposes.
- 6.1.6 Company engineers must comply with the codes of ethics established by professional associations and all relevant laws.

6.2 Obligations to the Public

- 6.2.1 Company engineers shall support the dissemination of engineering knowledge and strive to prevent the spread of false or exaggerated information, especially concerning engineering matters.
- 6.2.2 Company engineers shall exercise caution in matters relating to life safety and public health that may be affected by the work under their responsibility.

6.3 Obligations to Clients

- 6.3.1 Company employees shall remain honest with their clients.
- 6.3.2 Company employees shall disclose their position or interest to clients before undertaking any work where a conflict of interest may arise.
- 6.3.3 If a Company engineer is responsible for the technical adequacy of an engineering project and a superior holds a different view, the engineer

must provide a written statement detailing the consequences of the change.

- 6.3.4 If it is in the client's best interest to hire an expert, the Company employee must recommend doing so and cooperate fully.
- 6.3.5 Company employees shall not disclose trade secrets or technical processes of clients without permission.
- 6.3.6 Company employees shall not accept compensation from multiple clients for the same work without consent from all parties involved.
- 6.3.7 Company employees shall not receive any reward, such as commissions or other compensation, from suppliers or vendors related to a project they are responsible for, except from the client.
- 6.3.8 Company employees shall not have a vested interest as a contractor or joint bidder in projects for which they are responsible unless prior consent is obtained from the client.
- 6.3.9 Company employees must immediately notify their clients of any business activities in which they have an interest, and which may compete with or affect the client's interests.

6.4 Obligations to Fellow Professionals

- 6.4.1 Company employees shall not claim credit for others' work and shall respect the contributions of fellow professionals.
- 6.4.2 Employees shall not engage in conduct that could damage the reputation, advancement, or practice of others.
- 6.4.3 Company employees shall refrain from publicly criticizing the work of other firms unless it is part of their duties.
- 6.4.4 Company employees shall not interfere with the work of employees from other companies if a contract is already in place, unless written termination has been issued by the client.
- 6.4.5 Company employees shall not compete by undercutting other firms quoted prices, especially when already aware of those rates.

7. Guidance in Case of Uncertainty

These ethical guidelines may not cover every situation. In cases where employees face unforeseen circumstances or are unsure about the appropriate course of action, they are encouraged to consult with their supervisors through the proper chain of command.